

BSC Young Learners GDPR - Policy Statement

Registered office: Lees House, 21-23 Dyke Road, Brighton, BN1 3FE, England

Registration Number:12655362.

BSC Young Learners (BSC YL), part of BSC-Education is a private educational organisation running various courses and programmes for international students who come to the UK for a combination of English language learning and leisure activities. BSC YL students are Young Learners aged from 8 – 17 who mainly travel in groups accompanied by International Group Leaders (IGL) who may be their teachers or adults hired for the role. Others are adults who apply to BSC YL independently and travel individually. In addition to language courses and leisure programmes, BSC YL provides accommodation for students – at the residential centre as well as in homestays – and travel within the UK.

BSC YL deals with various categories of people both in the UK and abroad: students, hosts, teachers, activity leaders, couriers, group leaders and travel agents who organize group travel from their country of origin. BSC YL needs to collect personal data from all these people in order to carry out core business activities and responsibilities in such a way as to ensure security and good quality of service for all our BSC YL teams and clients. BSC YL doesn't seek to ask for and publish sensitive data such as ethnicity or affiliation to clubs and associations unless presented with a clear legal basis for the need for such information.

What is Personal Data?

Personal data consists of full names, dates of birth, your full address, contact telephone numbers and email address. In the case homestay providers, BSC YL collects information about the facilities in houses. In the case of students, BSC YL needs the academic background and aims. In the case of teachers and activity leaders, BSC YL needs information about educational and professional qualifications and work experience. In the case of team members, BSC YL needs skills, training and experience information to make ensure suitability for the jobs potentially appointed to them.

BSC YL doesn't aim at collecting sensitive data such as ethnicity or affiliation to clubs and society unless having some legal or contractual reason for doing so.

For full information about how BSC YL collects data and processes it, please read the [BSC-Education Privacy Notice](#).

For marketing purposes, BSC YL needs to collect and keep information about business contacts abroad. BSC YL uses various means including pre-arranged meetings at trade fairs, internet searches and word of mouth recommendations. This data includes some personal details about proprietors or their representatives as well as information about the companies. In all cases there is exchange of information. Both sides agree to this exchange and understand that their information will be stored in data bases used for mutual benefit.

BSC YL, as part of BSC-Education, are registered with Data Protection Agency and conduct all our affairs within its required regulations. BSC YL recognizes and understands that in compliance with the GDPR regulations introduced in May 2018, BSC YL needs to publish a data protection policy and

inform all BSC YL teams, students and suppliers of the measures taken to protect data and respect their rights in relation to it.

BSC YL understands the need to adopt policies in order to implement in accordance with the needs of BSC YL (and BSC-Education). BSC YL policies must be concise and easy to understand and balance protection with productivity.

BSC YLs accountability in relation to GDPR is based on the following principles:

- BSC YL seeks consent from all individuals whose data is collected. This is carried out directly by asking individuals to complete a special form designed for different purposes and sign and date it. In some cases, our partner agents abroad collect the data relating to students and leaders on their own forms and send to BSC YL Central. Either way the principle of consent is strictly observed.
- BSC YL processes all personal data lawfully, fairly and transparently
- The data collected is used for specific purposes such as finding out the language level and needs of individual students, diet and medical needs, the personal details of all hosts and the facilities of homes, the secure status of each host in relation to the BSC YL Safeguarding and Child Protection responsibilities, the secure status of the International Group Leaders, teachers and couriers and all BSC YL teams in general.
- BSC YL doesn't share this data with any third party without the subject's explicit consent.
- The details of hosts, teachers and all other staff remain on file for as long as they continue to work with us. The length of time BSC YL keeps the data after the subjects are no longer involved with BSC YL, depends on the category of data, for example, payroll, educational records etc. In other words, BSC YL makes sure the data collected and kept is adequate, relevant and limited to what is necessary.
- BSC YL processes all data in a manner that ensures appropriate security. Privacy notices are communicated to all contacts at the time of collecting data. All BSC YL teams are made aware of responsibilities in observing BSC YL privacy practices. Disciplinary procedures are spelled out and communicated in relation to data breaches or violations.

Privacy notice about our website

Any personal information that may come through the BSC YL website is encrypted between the browser and the site itself. The users of the website can be certain that all data is secure and not accessible by any third party. Within the website, certain links are provided to external sites to facilitate searches for users in relation to the information needed. BSC YL cannot guarantee the level of security provided by these other sites. Users need to be aware that they can use these links at their own discretion. The BSC YL website currently does not use cookies.

Privacy notice about our Social Media Platforms

BSC YL adheres to the BSC-Education privacy policies found on the website here: [BSC Group Privacy Policy \(british-study.com\)](#) BSC YL extends the level of care within its general privacy policy to BSC YLs social media channels as well. BSC YL would never ask to share sensitive

information from contacts. BSC YL aim is purely to reach as many people as possible who may be interested in, or benefit from BSC YLs mission, and messages which invariably deal with publicising legitimate and legal activities in the interest of all BSC YL clients.